

28 July 1983

MEMORANDUM FOR: Deputy Director for Administration

FROM: Daniel C. King  
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for  
Period Ending 28 July 1983

1. Progress Report on Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

c. Acquisition of Excess Medical Items: Arrangements have been made through the General Services Administration to obtain medical items and equipment declared excess by the Veteran's Administration Hospital in Richmond, Virginia. Two representatives from the Office of Medical Services (OMS) visited the hospital, which is scheduled to close at the end of the year, to screen available items against LA and other known Agency requirements. The items selected have an estimated total value of \$100,000.

S E C R E T

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for Period Ending 28 July 1983 [ ]

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e. The Executive Dining Room Office Renovation: On Saturday, 23 July 1983, the Executive Dining Room office area was renovated, the workstation was installed, and the wall telephones were connected. [ ]

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f. Fire in Credit Union, [ ] - Headquarters: On Saturday, 23 July 1983, smoke was reported coming from Room 1J37, Headquarters. The Security Duty Officer entered the room and discovered heavy smoke. Two General Services Administration sheet metal workers entered the room and extinguished the fire in the refrigerator in the left rear corner of the room. There was limited smoke damage with minimal damage to the surface of the adjacent column, and damage to the carpet tiles on the raised floor. The refrigerator was a total loss. The McLean Fire Department responded along with Sergeant Nicholas T. Westhoven from the Fire Marshall's Office. Sergeant Westhoven's initial determination of the cause was an instantaneous short, caused by a loose or frayed condenser wire which may have been ignited by the heat from the metal wall where the welding took place. [ ]

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g. Loss of Water Pressure - Headquarters: On Monday, 25 July 1983, at approximately 1100 hours, Logistics Services Division was notified that there was a loss of water pressure throughout the building, especially on the seventh floor. At 1615 hours, it was determined that a hand valve that had been closed on Sunday, 24 July 1983, restricted the flow of water to the water tower; thereby allowing the water tower to run dry. The valve was opened, the pumps were started, and the tank was filled to capacity at 2000 hours. Normal pressure was restored to the building at this time. [ ]

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h. Remodeling in Director's Office: The area occupied by the Special Assistants to the Director in Room 7D60, Headquarters, was renovated on 23 July 1983. GSA carpenter, electric, and paint shops, along with C&P Telephone and Office of Communications personnel, worked overtime to complete the project. [ ]

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3. Significant Events Anticipated During the Coming Week:

a. Cafeteria Renovations: The GSA electric, carpenter, and sheet metal shops are scheduled to work this weekend to prepare the areas in the North and South Cafeterias for the installation of the new cashier checkout counter. [ ]

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*for* Daniel C. King